# U.S. DEPARTMENT OF ENERGY NATIONAL NUCLEAR SECURITY ADMINISTRATION NEVADA SITE OFFICE

**NOTICE** 

NV N 473.8

Approved: 02-25-03 Expires: 02-25-04

## SECON IMPLEMENTATION POLICY FOR NNSA/NSO



INITIATED BY:
Safeguards and Security Division

1. <u>OBJECTIVE</u>. This Notice provides interim implementation guidance for security levels as identified in DOE N 473.8, SECURITY CONDITIONS, and NNSA Policy Letter, INTERIM SECON IMPLEMENTATION, dated 11-14-02, and clarifies communications and initial responses required.

#### 2. <u>APPLICABILITY</u>.

- a. <u>National Nuclear Security Administration (NNSA) Nevada Site Office</u>
   (<u>NNSA/NSO</u>) <u>Elements</u>. The provisions of this Notice apply to all NNSA/NSO organizational elements and NNSA Service Center personnel located at NNSA/NSO.
- b. <u>Contractors</u>. Requirements applicable to NNSA/NSO Performance-Based Management Contractor, Security Services Contractor, National Laboratories, other federal agencies, and other users of NNSA/NSO resources are set forth in the Contractor Requirements Document, Attachment 1.

#### 3. RESPONSIBILITIES.

a. NNSA/NSO Emergency Operations Center (EOC). Upon Department of Energy EOC notification of Security Condition (SECON) change, notifies key EOC/Facility personnel. Verifies receipt of SECON recommendation with the Office of Nuclear Safeguards and Security Programs (NA-55).

#### b. Manager.

- (1) Determines the SECON level for NNSA/NSO facilities and approves all changes to implementation measures.
- (2) Determines level of operations for NNSA/NSO facilities and approves all changes.
- (3) Under SECON 2 or above, determines appropriate activation of the NNSA EOC and staffing based on site-specific vulnerabilities and conditions, site risk management decisions, and national security conditions.
- (4) If it is necessary to implement SECON measures less than those required by DOE N 473.8, approval will be requested of the Administrator through NA-55 in coordination with the Deputy Administrator for Defense Programs (NA-10).

- (5) If it is necessary to implement SECON measures greater than those required by DOE N 473.8, NA-55 and NA-10 will be notified.
- (6) When SECON 2 or 1 is implemented, within 48 hours, an initial assessment is made jointly with NA-55 and NA-10 to determine the level of operations allowed for NNSA/NSO. If site-specific operations are required that increase vulnerability to malevolent or terrorist threats, mitigating security measures will be implemented, and NA-55 and NA-10 will be immediately notified. Any changes to level of operations desired will be approved jointly with NA-55 and NA-10.
- Assistant Managers. Ensure all federal personnel under their management can promptly implement security measures as described in Attachment 3 of DOE N 473.8.

#### d. NNSA/NSO Security Director.

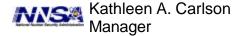
- (1) Prepares NNSA/NSO Generic Implementation Plan that identifies site-specific measures applied at each SECON level and describes significant changes to operational activities occurring at SECON levels 3 through 1. The Manager approves the plan. Provides copies of the approved plan to NA-55 and NA-10. Provides copies of the NNSA/NSO Generic Implementation Plan upon request.
- (2) Coordinates with the local Federal Bureau of Investigation, law enforcement, and intelligence agencies to obtain an up-to-date site-specific threat assessment for use in implementation plans.
- (3) Recommends changes to the NNSA/NSO Generic SECON Implementation Plan based on site operations and local threat assessment. When generic plan implementation measures are changed, identifies mitigation strategies for consideration by the Manager, NA-55, and NA-10.
- (4) Recommends implementation of a higher or lower SECON based on sitespecific operations and threat analysis.
- (5) Ensures all Assistant Managers and heads of laboratory/contractor organizations are aware of SECON measures implemented or changed.

3 (and 4)

- (6) At SECON 2 or above, coordinates intelligence information with NA-55.
- (7) Ensures SECON level changes are coordinated with NA-55. Submits deviation requests in accordance with DOE O 470.1.
- e. <u>Contracting Officers</u>. Ensure contractors under their purview prepare to promptly implement security measures described in Attachment 3 of DOE N 473.8 and the NNSA/NSO Generic Implementation Plan.

#### 4. <u>REQUIREMENTS</u>.

- Upon initial notification of changes to SECON and confirmation from the Office of Nuclear Safeguards and Security Programs (NA-55), operations will be modified as required.
- b. Under SECON 2 and 1, it is expected that normal operations will cease. The actual level of facility operations will be determined by the Manager through discussions with the appropriate Facility Manager(s).
- c. The implementation of DOE N 473.8, Measure 31 (SECON 2) will be implemented as follows: Initiate 24-hour activation of the NNSA/NSO EOC and staffing as directed by and at the discretion of the Manager.
- 5. <u>CONTACT</u>. For additional information on this Notice contact the Safeguards and Security Division at (702) 295-1533.



Attachment 1 1 (and 2)

### **CONTRACTOR REQUIREMENTS DOCUMENT**

Contractors, national laboratories, other federal agencies, and other user organizations must:

• Ensure personnel under their management can promptly implement security measures described in Attachment 3 of DOE N 473.8 and the Generic Implementation Guidance.